

LAUC-SD Executive Board Meeting
Wednesday, January 15, 2014
SSHL Conference Room

Attendees: Roger Smith, Penny Coppernoll-Blach, Adele Barsh, Dominique Turnbow, Dave Schmitt, Heather Smedberg, Cristela Garcia Spitz, Mary Linn Bergstrom

Announcements

Assembly Planning

Roger shared state-wide assembly planning survey with Executive Board by email. The deadline is Friday.

Statewide activities

- A new statewide activity in the works is “Meet Our Members.” It will be an interview profile series. LAUC Statewide plans on publishing them once every other month. It will include a photo and Q&A profile with a UC librarian about the work they do, how they came into the profession, etc. Roger will share draft questions. In addition to self-nomination, you will be able to nominate others. The idea is that it can be used as a Mentoring and Diversity tool. The audience is librarians new to the profession, so it’s outwardly aimed. It’s a LAUC Statewide project (lead person: David Cappoli, UCLA), but there is potential for involvement at the campus level for the Mentoring Committee to help coordinate. LAUC Statewide will host on their website and promote them.

Action Item: Roger will get more details and share with Mentoring Committee.

- Locally we had discussed doing a survey related to Professional Development and funding. Other campuses are looking into the same thing, so it’s turning into a state-wide project. The goal is to look at interest, how funds are allocated, how people use them, etc. Campuses who get less funds would like to help justify the need for more funding. We get more money than rest, but we’re still interested in getting a snapshot of how funds are actually used. We also need to capture the effect of library reorgs and how that creates a need for different training and possibly more funds. A draft of the survey will be forthcoming. The reporting individual was Lynn Jones at UCB.

Action Item: Roger will share state-wide executive board minutes with LAUC-SD Executive Board.

Old Business

Budget

A reminder to Committee chairs to review your funds in My Funds. Technically you should do it once a month.

ARPM revision

- Quarterly Chairs Mtg. with BECS recap
 Brian has suggested standardized language for Review Initiators (RI), CAPA and ad hoc committees to use in upcoming review files. Instead of recommending specific points, RIs/CAPA/ad hoc committees will use broader language, like “a *greater than standard merit increase*.” RIs recommend actions but not salary levels. This language doesn’t reflect concerns mentioned at last CAPA brown bag on job descriptions. In terms of writing or “making a case for” a specific action, a 2pt vs 3pt vs 4pt review file will look different. Why wouldn’t Brian/CAPA want to know the context? These definitions might get settled over time. When accelerations were first added, it took writing a white paper and seeing examples before there was a standard definition set. There was no assumption that if you went up for acceleration that you would get it. Setting a salary is Brian’s responsibility. A candidate can say they’re writing a 4 point review and Brian can still give them 2 or 3 points or even 5 points! In the past, there were only a few accelerations. It was pretty rare – one in 15 – will that be the same? The benefit of the new system is that it is supposed to be more flexible. There were always cases of exceptions and inequities where the manager or program director lobbies for a candidate. Brian doesn’t see this as a budget issues. He sees it as an equity issue. Only Brian has the full picture when making a decision—marketplace value and equity issues in addition to the review file. The intent of the contract when it was presented to membership is different than how it is being implemented. This is UC Standardized language being used across campuses. The timing of the contract and review process is also a factor.

The Council of UL is pushing UCOP to get non-represented librarians salaries on par with represented folks. They want to fix it sooner rather than later.

The training documents are also in the works, so there will need to still be some more definition and context provided on the language and specification for “greater-thans”. Does greater than get an adhoc committee? It used to, so it probably will have to be that way.

Action: Roger will add to the next LAUC-SD membership meeting agenda.

Action: Adele will meet with Tammy and HR on Friday. She will share some of this discussion and get input on how to frame the discussion at the LAUC-SD Membership meeting.

- Job Description Documents
 There are remaining questions. They still need to be circulated to Program Directors.
- Still outstanding
 We need to get it acknowledged that areas B-D are excluded from job description.

Travel Policies (concluded with last LAUC SD membership mtg.?)

Resolution and acceptance of the changes.

Action Item: Roger will follow up on the language to make sure it clarifies that a signature is required however PD does not need to approve the choice.

Archive Storage
Roger will handle over email.

New Business

Telecommuting
Add to agenda for next LAUC-SD Executive Board meeting in order to formulate the concerns for when it is addressed campus-wide.

ClimateQUAL
Interim report for review at upcoming meeting LAUC-SD meeting.

Committee Reports

CAPA

Adele is having a meeting with Tammy on Friday.

Diversity

The December cookie exchange and holiday craft event was a delicious success. The next event is Jan 22: LAUC-SD Diversity and ESG are jointly hosting a winter survival supplies drive for homeless members of the community. We will collect donations from 11:30 to 1 in the Seuss Room, and will also be screening the movie, Tent City, U.S.A, which highlights challenges of living on the streets.

Mentoring

We are working on finalizing a general intern job description that will be posted on LIS websites and listserves. We hope to share it with program directors in mid-February.

R&PD

They're planning an upcoming session to help people learn from folks who have already done research. Please respond to the call for presenters email to help at this session.